

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452  
(805) 927-4778 Fax (805) 927-0399

Board of Directors

David Kiech, Loraine Mirabal-Boubion, Eric Schell, Carol Bailey-Wood, Terry Lambeth

**NOTICE OF MEETING**

**DISTRICT POLICY ADVISORY COMMITTEE**

Monday, April 21, 2003

9:30 A.M.

District Office  
111 Pico Avenue  
San Simeon, CA 93452

**San Simeon Community Services District  
Board of Directors Strategic Planning Workshop  
Workshop Agenda**

**Monday, April 7, 2003 – 8:30 AM  
Cavalier Banquet Room**

Facilitated by  
**Robert Rauch, Strategic Planner  
Rauch Communications**

1. 8:30 AM – Workshop Opening Board Chairperson
2. Review of Progress on Strategic Plan
  - Review of Plan Adopted at November, 2001 Workshop
  - Progress and Status of Action Items
3. District Strategic Issues: Water, Wastewater, Roads
  - Current Status versus Community Needs
  - Capital Improvement Program Review
  - Capital Improvement Program Priorities
  - Costs
4. Financial Issues
  - Rates and Fees
  - Revenue Sources
  - Financial Strategies
5. Personnel
  - Management Plan
  - Office Functions
  - Field Crew Plan
6. Summary of Issues and Actions
7. Closing Comments
  - Participants
  - Public
8. Workshop Close Board Chairperson

*Note: This session is for a Board of Directors workshop, intended solely for discussion and long term planning. It should be noted that no formal actions will be taken by the Board during the workshop.*

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Board of Directors  
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**NOTICE OF MEETING  
DISTRICT BUDGET ADVISORY COMMITTEE**

Tuesday, April 1, 2003  
10:00 A.M.

Cavalier Community Room  
9415 Hearst Avenue  
San Simeon, CA 93452

*Cancelled*

**Board of Directors - Regular Meeting**  
**San Simeon Community Services District**  
**AGENDA**  
**Wednesday, April 9, 2003 – 5:30 PM**  
**Cavalier Banquet Room**

*Note: All comments concerning any item on the agenda are to be directed to the Board Chairperson*

1. 5:30 PM - CALL TO ORDER
  - 1.1 Roll Call
  - 1.2 Public Comment on Closed Session Items
2. ADJOURN TO CLOSED SESSION
  - 2.1 Personnel Issues – Government Code Section 54957: discussions regarding personnel issues including four (4) employees, specifically, General Manager, District Counsel and District Engineer and Water / Wastewater Superintendent position.
3. RECONVENE IN OPEN SESSION (6:30 PM)
  - 3.1 Roll Call
  - 3.2 Pledge of Allegiance
  - 3.3 Report on Closed Session
4. PUBLIC COMMENT:
  - Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the Board's agenda, or pending before the Board. Presentations are limited to three (3) minutes or otherwise at the discretion of the Chair.
  - 4.1 Sheriff's Report
  - 4.2 Public Comment
5. STAFF REPORTS
  - 5.1 General Manager's Report
  - 5.2 Plant Superintendent's Report
  - 5.3 District Engineer's Report
6. ITEMS OF BUSINESS
  - 6.1 Approval of Minutes – March 12, 2003
  - 6.2 Approval of Warrants – March 1 through March 31, 2003
7. DISCUSSION/ACTION ITEMS
  - 7.1 2003 Weed Abatement – Resolution No. 03-289 – A Resolution of the San Simeon Community Services District Declaring Public Nuisance Within the San Simeon Community Services District And Directing Staff to Clear the Weeds
  - 7.2 Selection of Ad-Hoc Committee to Discuss and Make Recommendations regarding Modifications to Ordinance No. 66
  - 7.3 Board Committee Reports
  - 7.4 Board Reports
8. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS
9. ADJOURNMENT

**SAN SIMEON COMMUNITY SERVICES DISTRICT**

**SUPERINTENDENT'S REPORT FOR MARCH 2003**

**FLOW COMPARISON - Water**

Mar-03 2,790,000 gallons	YTD 2003 7,443,000 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	-1% increase 9% increase
Mar-02 2,820,000 gallons	YTD 2002 6,839,000 gallons	GROSS WATER PRODUCTION: NET WATER PRODUCTION: MONTHLY RECOVERY RATE:	2,071,000 gallons 1,967,552 gallons 95%

**RAINFALL**

MAR 2002 1.50 inches	02-03 YTD 14.00 inches	MONTHLY COMPARISON: ANNUAL COMPARISON:	0.65 inches less 5.46 inches more
Mar-02 2.15 inches	01-02 YTD 8.54 inches		

**WELL DEPTH COMPARISON**

Mar-03 10.61 feet	Feb-03 10.55 feet	Mar-02 10.55 feet	MONTHLY COMPARISON: ANNUAL COMPARISON:	-0.06 feet lower -0.06 feet lower
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**CHLORIDE COMPARISON**

Mar-03 46 mg/l	FEB 2002 45 mg/l	Mar-02 46 mg/l	MONTHLY COMPARISON: ANNUAL COMPARISON:	2% increase CONSTANT
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**FLOW COMPARISON - District Wastewater Treated**

Mar-03 1,853,158 gallons	YTD 2003 5,122,585 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	8% decrease 8% decrease
Mar-02 2,004,000 gallons	YTD 2002 5,548,890 gallons		

**FLOW COMPARISON - State Wastewater Treated**

Mar-03 231,842 gallons	YTD 2003 658,297 gallons	MONTHLY USAGE COMPARISON: ANNUAL USAGE COMPARISON:	10% decrease 21% decrease
Mar-02 256,846 gallons	YTD 2002 836,290 gallons		

**DISCHARGE REQUIREMENTS**

EFFLUENT BOD	<1.5 mg/l	EFFLUENT SUSPENDED SOLIDS:	10.0 mg/l
INFLUENT BOD	N/A mg/l	INFLUENT SUSPENDED SOLIDS:	N/A ml/l

**BIOSOLIDS DISPOSAL**

MARCH:	11000 gallons	YTD	26000 gallons
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FLUID RESOURCE MANAGEMENT, INC.  
Design, Operation and Maintenance

TO: Mark Bloodgood, District Manager  
John Wallace, District Engineer

FROM: Chris Nally, System Supervisor

DATE: 4/3/03

SUBJECT: Superintendent Report for March 2003

Wastewater

The treatment plant operated very well during the month of March, despite maintenance projects and power outages. All discharge requirements have been met. One coliform sample result was unusually high, being greater than 1600 Mg/L, this has been attributed to the sample being contaminated when grabbed since the sample collected the following day was non-detect and all other sample in the month were well below limits. FRM staff has arranged with Creek labs to give the San Simeon Community Services District a 20% rate decrease for all future lab work. This will allow the plant to use only one lab for all tests, in the past two or more labs have been used. This change will make tracking lab results easier and the total cost for lab work will decrease.

The plant experienced an extended power outage on Monday March 17. The outage lasted from approx. 2:00pm to 7:20pm; these extended outages can severely affect an extended aeration plant like this one. Staff made arrangements with a rental company to pick up and transport a generator to the plant if the power was not on by 8:00pm.

Water

The water system was also affected by power outages and maintenance in the month of March. A failure of the telemetry system on March 8<sup>th</sup> caused a low level in the reservoir. The new alarm system worked well and staff responded to run the wells on hand until the level came up. Staff continued to monitor the system over the weekend and Fluid Solutions reset the system on Monday. The water system was also affected by the March 17<sup>th</sup> power outage; again staff started the generator to keep up with the water demand. FRM staff repaired a broken service line on Balboa St. The main line for most of the street was shut off since staff was unable to use the water valve in the middle of Balboa.

Staff was made aware of construction occurring near the reservoir, and large trucks were using the road over the reservoir supply line FRM staff found the crews were working on the satellite

receiving station on Hearst property and also inspected the supply line for any damage, none was found.

### Special Projects

Although busy with daily operations and emergencies this month, staff was able to complete additional special projects. The installation of all grating at the plant has been completed. The remaining channels will be covered with metal for future safety reasons. The backup power supply has been installed for the chlorine system. Staff is waiting for a piece of equipment from L.A. Chemical before moving the tanks. Staff was able to remove all ferric chloride from the plant property to the Hearst lift station, with future ferric deliveries to go directly to the lift station. FRM staff rebuilt the west E.Q. pump and put it into service. A large amount of rags were removed from the pump cavity and was very likely the reason for the pump's failure. Staff also began the installation of new conduit in the E.Q. basin so the switches can be moved.

Staff drained, cleaned and replaced the aerators in the A.T. #1. This tank is used as a digester, running at a higher concentration than the other plants. This change will increase the plant's performance, and should relieve stress on the blower in use.

CDF attempted to use several of San Simeon's hydrants for training, but found the hydrants in poor condition. The district was notified and FRM staff made arrangement to begin the hydrant maintenance program immediately. On Friday March 28<sup>th</sup>, FRM staff was able to exercise street valves, grease the stems and caps, remove weeds and debris and paint 22 hydrants and wharf heads. The remaining hydrants are slated to be finished on Friday, weather permitting. A complete list of needed repairs will be submitted to the District Manager as requested. In the future, hydrant maintenance will occur on a bi-annual basis as part of the maintenance program FRM has provided to the district.



**CREEK ENVIRONMENTAL LABORATORIES, INC.**

141 SUBURBAN ROAD, SUITE C-5 • SAN LUIS OBISPO, CA 93401 • (805) 545-9838 • FAX (805) 545-0107

# Fax

To: Chris Nally/FRM From: Orval Osborne, Lab Director

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Fax: 597-7171 Date: April 3, 2003

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Re: Prices for San Simeon CSD Pages: 1 (including cover page)

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CC:

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•Comments:

Dear Chris,

Creek Environmental Labs seeks to be competitive in price, as well as providing high quality analysis and customer service. Toward that end, we offer the following discounted prices for San Simeon CSD:

\$20 Total Coliform Bacteria, 15-tube quantitative result for wastewater.

\$20 Total Coliform and e. coli Bacteria, qualitative (presence/absence) result for drinking water.

20% discount on all other lab tests. Examples (your prices):

\$40 BOD (Influent or Effluent)

\$20 Total Suspended Solids



**SAN SIMEON COMMUNITY SERVICES DISTRICT**

111 Pico Avenue  
San Simeon, California 93452  
(805) 927-4778

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**DATE:** April 9, 2003  
**TO:** Board of Directors  
**VIA:** Mark Bloodgood, District Manager  
**FROM:** John L. Wallace, District Engineer  
**SUBJECT:** Engineer's Report - Project Status

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**SUMMARY OF ACTIVE PROJECTS:**

1. Avonne-Castillo Waterline Loop - On Hold Pending FY 2002-03 CIP
2. Annual Road Improvements - On Hold; pending proposed FY 2002-03 CIP
3. Capital Improvement Projects FY 02/03 - On Hold Pending FY 2002-0 CIP
5. Pico Creek Wells - Flood proofing - Included in Proposed FY 2002-03
6. Standby Power - Included in Facilities Plan
7. Wastewater Treatment Plant Rip-rap & Aeration Tank Expansion-Coastal Permit Pending
8. State Revolving Fund Loan - District is on the list.
9. Facilities Plan; Plan forwarded to RWQCB on February 17, 2003.
10. Proposition 50 Projects; Funding Legislation in progress.
11. Recycled Water Pipeline in San Simeon Avenue; On Hold pending FY 2002-03 CIP
12. Recruitment of District Water and Wastewater Superintendent - Status
13. Meter Replacement/Fire Hydrants - Solicit for Bids

**DISCUSSION:**

**1. Avonne - Castillo Waterline Loop;**

A hydraulic model of the water distribution system has been conducted to confirm priority projects for better operations and fire protection. Approval of the CIP and major maintenance budget is needed to authorize this project for bid this Fiscal Year.

**2. Annual Road Improvements (Avonne Avenue and Otter Way);**

Approval of the CIP and major maintenance budget is needed to authorize this project for bid this Fiscal Year.

**3. Capital Improvement and Major Maintenance Projects Priority List;**

Staff has refined the proposed projects for Fiscal Year 2002-2003 Capital Improvement and Major Maintenance Projects. Approval by the Board is necessary to move ahead with any of these projects.

**4. Pico Creek Wells;**

Improvements are to be included in the Proposed FY 2002-03 Budget. Staff has discussed use of the upstream Hearst well with the Hearst Corporation representative in event that we experience high chlorides in the District's wells.

**5. Emergency Standby Power;**

Recommendations for standby power were made as part of the Final Facilities Plan.

**6. Wastewater Treatment Plant Rip-rap & Aeration Tank Expansion-Coastal Permit**  
Wastewater Treatment Plant Rip-rap

Staff submitted a County Land Use Coastal Development Permit Application (CDP) and to the County on September 24, 2002. The County Planning Department has been reviewing the jurisdictional requirements to determine if the project falls within the State Coastal Commission and/or the County. The same exhibit had been forwarded to the State office which also reviewed the boundary exhibit illustrating the "mean high water mark" which differentiates County and State jurisdiction and the State had not agreed that the project only required a County permit and has requested a separate Coastal Development Permit. The County requested the Commission to verify the post certification maps which indicated original/retain jurisdiction to make a determination on the jurisdiction. The preliminary determination from the maps is that the project does fall within state jurisdiction, but this map was not based on an accurate topographic field survey. Therefore, the issue still remains unresolved. We expect a final determination this month. County staff will be meeting April 9, 2003, to discuss the matter. The County has declined to continue processing the permit until the jurisdiction issue is resolved.

Aeration Tank Expansion-Coastal Permit

Staff and District Counsel have met to review the most current California Coastal Commission response letter of November 27, 2002 and responded by December 13, 2002. At this time, no response has been received.

**7. State Revolving Fund (SRF) Program;**

Staff investigated potential loan funding for wastewater projects through the State Revolving Fund which provides loans at a low interest rate (approximately 2.5 to 3%). Because of the potential to construct several different improvements with SRF funds, a "general project" application was submitted as a "place holder" for the SWRCB to consider. As a result, San Simeon has been placed on the draft State-wide priority list for funding. A project application will be submitted in accordance with the final Facilities Plan recommendations and the Proposed FY 2002-03 Budget. Approval of the budget will be necessary to proceed with any project.

**8. Facilities Plan;**

Mr. Jenks presented the plan to the Board on February 12, 2003, and the plan was approved. Staff forwarded a final copy of this approved facilities plan to the Regional Board on February 17, 2003.

**9. Proposition 50 Projects;**

As the Board knows, Prop. 50 will most likely make \$650,000 of funding available to this District for water/recycling and water tank/water line projects. Our resolution of support has been submitted to the state for inclusion in the state allocation process. The projects selected will need to be included in the District's capital improvement program for the current and next fiscal years in order to meet the time requirements of the proposition.

**10. Recycled Water Line in San Simeon Avenue;**

Staff has completed the work plan to identify constraints in regards to health separation and regulatory issues along with costs, and presented findings at the February 12<sup>th</sup> board meeting. Staff was instructed to move ahead with a new reclaimed waterline instead of using the old waterline. This project will be included in the FY 2002-03 CIP with funding anticipated from Proposition 50.

**11. Recruitment of District Water and Wastewater Superintendent;**

Recruiting for the District's Water and Wastewater Superintendent began January 14, 2003. A total of 24 potential applicants submitted inquiries, resumes, and applications. Out of the 24 applicants, 7 qualified as finalists to be interviewed. Interviews were held on Wednesday March 19 and 25, 2003. Staff will update the Board with results of the interviews at the April 9<sup>th</sup> meeting.

**12. Fire Hydrant/Meter Replacement - Solicit for Bids:**

District operations staff replaced several of the large meters at various locations throughout the District. The remainder of meters to be replaced as a "Meter Replacement Project". Meters will be installed under one contract and be completed within the year. The District will also be soliciting bids for the replacement of several "wharf head" fire hydrants with conventional hydrants.

**REGULAR BOARD OF DIRECTORS MEETING  
SAN SIMEON COMMUNITY SERVICES DISTRICT**

Date: Wednesday, March 12, 2003

Place: Cavalier Banquet Room

**MINUTES**

1.0 CALL TO ORDER

The Board convened at 5:30 p.m.

1.1 Roll Call:

Directors Present: Loraine Mirabal-Boubion, David Kiech, Terry Lambeth, Eric Schell and Carol Bailey-Wood

Staff Present: District Manager Mark Bloodgood and Assistant District Manager Eileen Putnam, District Counsel Rob Schultz and District Engineer John Wallace

1.2 Public Comment on Closed Session:

There was no public comment.

2.0 ADJOURN TO CLOSED SESSION

A motion was made by Director Mirabal-Boubion and seconded by Director Lambeth and carried unanimously, to adjourn to closed session for conference with the General Manager, District Counsel and District Engineer, regarding two (2) items:

2.1 Conference with Legal Counsel regarding pending litigation – GCS 54956.9(a) –Cavalier Inn vs San Simeon Community Services District

2.2 Personnel Issues – GCS 54957: Discussions regarding three (3) contract employees, specifically General Management, District Engineer and District Counsel

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3.0 RECONVENE IN OPEN SESSION/CALL TO ORDER

The Board re-convened in open session at approximately 6:35 p.m.

3.1 Roll Call:

Directors Present: Loraine Mirabal-Boubion, David Kiech, Carol Bailey-Wood, Terry Lambeth and Eric Schell.

Staff Present: District Manager Mark Bloodgood, Assistant District Manager Eileen Putnam, District Engineer John Wallace and District Counsel Rob Schultz

3.2 Pledge of Allegiance – Led by Chairperson Kiech

3.3 Report on Closed Session:

District Counsel Schultz reported that the Board of Directors had met in closed session to conference with management staff, District Counsel and the District Engineer regarding pending litigation, and personnel issues. The litigation refers to the cross complaint suit filed by the Cavalier Inn against the District. The claim against the Cavalier, regarding ADA compliance, is the basis for the cross complaint. The allegation is that the District did not issue a permit to the Cavalier back in 1994 – 95, and, therefore, the Cavalier could not comply with ADA requirements. It was hoped that a settlement between the original

parties would be reached, however, that was not the case. Because of the time constraints, and review by the District's insurance carrier is not yet completed, the Board of Directors has authorized District Counsel to solicit outside legal representation for the District, so that the necessary responses may be initiated prior to the court deadline.

#### 4.0 PUBLIC COMMENT

##### 4.1 Sheriff's Report:

Deputy Todd Steeb reported that things were fairly quiet. With the storms anticipated to hit the coast this weekend, Deputy Steeb advised everyone to buckle up and drive safely.

##### 4.2 Public Comment:

Michael Hanchett announced that the Advisory Committee had begun conducting an inventory of the District's facilities. He submitted copies of what had been accomplished thus far, citing it as being a layman's view and graphic presentation. He also indicated that the group would be happy to assist the District with completion of the Phase II of the Inventory Analysis. Bob McLaughlin asked whether the Board was going to grant permission for the Cavalier to address the ADA compliance issues. A brief discussion followed relative to the allegations relating to past actions by previous boards.

#### 5.0 STAFF REPORTS

##### 5.1 General Manager's Report

A copy of the General Manager's Report is attached as part of the official minutes.

##### 5.2 Plant Superintendent's Report

Chuck Ellison of Fluid Resource Management (FRM), gave the Superintendent's Report. A copy is attached to the official minutes.

##### 5.3 District Engineer's Report

A copy of the District Engineer's Report is attached as part of the official minutes.

#### 6. ITEMS OF BUSINESS

##### 6.1 Approval of Minutes – February 12, 2003 and February 18, 2003:

A motion was made by Director Bailey-Wood and seconded by Director Mirabel-Boubion to approve the minutes of February 12, 2003. The motion carried unanimously. A motion was made by Director Lambeth and seconded by Director Schell to approve the minutes of February 18, 2003. Directors Kiech, Lambeth and Schell voted in the affirmative. Directors Bailey-Wood and Mirabel-Boubion abstained since they were not in attendance at the meeting. The motion carried.

##### 6.2 Approval of Warrants – February 1, 2003 through February 28, 2003

A motion was made by Director Bailey-Wood and seconded by Director Mirabel-Boubion to approve the warrants of February 1, 2003 through February 28, 2003 in the amount of \$60,071.83. The motion carried unanimously.

##### 6.3 Quarterly Investment Report

The Quarterly Investment Report as of December 31, 2002 was presented. The District has the ability to meet the next three months of cash flow requirements. Interest earned on the District's LAIF account for the quarter totaled \$8,182.22. The Board was advised that a transfer of funds from LAIF will need to be made in order to cover the consultant expense for the Facilities Plan Report and a portion of the retention release payment for the airline distribution project.

7 DISCUSSION/ACTION ITEMS

7.1 Vehicle Usage Policy

Mr. Schultz stated that the Policy Committee had tightened up the draft Vehicle Usage Policy so that it wasn't nebulous. Although it is lengthy, the policy covers aspects. A motion was made by Director Lambeth and seconded by Director Mirabel-Boubion to adopt the Revised Vehicle Usage Policy as submitted by the Policy Committee. The motion carried unanimously

7.2 Board Committees – Reports / Recommendations

**Policy Committee:** The committee has compiled the draft policy book, which will be available for review shortly. Following a brief discussion, it was agreed that a special workshop, focusing only on the policy book, would be scheduled. The committee's next meeting is scheduled for March 24<sup>th</sup>.

**Facilities / Water Committee:** Next meeting is planned for April 3<sup>rd</sup> at 4PM.

**Finance Committee:** Met on March 11<sup>th</sup> and reviewed the financials for the first six months. The committee is still in the process of determining a dollar amount to be allocated as restricted for water projects. One committee member has submitted a formula for calculating the amount to be reserved. All agree that the 1996 rate increase is the base point.

A discussion was held regarding the various committees and recent issues surrounding the number of directors who can sit on the committees. Since these committees are "standing" committees, posting of the meetings are required 24 hours in advance. Regarding the issue of quorum, Mr. Schultz emphasized that no more than two (2) board of directors can "sit" on any committee. Another board member may attend, but they cannot speak to the issues nor participate in any way.

7.3 Authorization: Phase II – Facilities Inventory Control Analysis

Paul Reichardt gave an overview of Phase I of the Facilities Inventory, which was previously approved by the Board. Utilizing information from John A. Wallace & Associates, that process encompassed working with the District Engineer in updating data on water, sewer, storm drains and street lights. Mr. Reichardt went on to explain Phase II, which will expand additional information related to infrastructure, in greater detail. This Phase will include an up to date color ortho photo of San Simeon, to be utilized for reference and background of the existing utilities mapping. The Facilities – Water Committee viewed this work as an urgent item, since it will assist in the prioritizing of projects, particularly for the anticipated Prop 50 funding. Approving this proposal will assist in bringing closure to some of last Facilities – Water Committee meetings' business. A discussion followed. A motion was made by Director Bailey-Wood and seconded by Director Lambeth to accept the proposal for Phase II – Existing Facilities Inventory and Identification Plan at a cost not to exceed \$10,000. The motion carried unanimously.

7.4 Authorization to Solicit Bids for Installation – Water Meter Upgrade Project

Management presented their request to outsource the installation of the remaining twelve (12) water meters. Staff was able to complete six installations, but cannot complete the remaining units due to their original installation configuration. The work necessary to complete the installation is beyond the ability of staff, both in the way of time and expertise. A motion was made by Director Mirabel-Boubion and seconded by Director Bailey-Wood, to authorize the solicitation of bids for the installation of the remaining 12 water meters upgrades. The motion carried unanimously.

7.5 Authorization to Solicit Bids for Installation – Fire Hydrants to Replace Existing WARF Hydrants  
Management presented its recommendation that the board solicit an outside contractor to replace three of the existing WARF hydrants with the three (3) stocked replacements, which are currently stored at the wastewater plant. This recommendation is being made because of the extensive excavation, pipe work and replacement of concrete and pavement that will be entailed. The WARF's that will be replaced include the one located on Castillo (near the Wampum), one on Balboa Avenue, near the wastewater plant, and the one located near the entrance to the Mobile Home Park on Avonne. A motion was made by Director Mirabel-Boubion and seconded by Director Lambeth to authorize staff to solicit bids for the replacement of three (3) of the existing WARF hydrants. The motion carried unanimously.

7.6 Board Reports  
There were no board reports.

8 BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS

Mr. Bloodgood announced that the Strategic Planning Session has been scheduled for April 7, 2003. The workshop will be held in the Cavalier Community Room. Michael Hanchett Sr. asked if a Mission Statement could be one of the outcomes of the workshop.

In regards to the Water / Wastewater Superintendent Search, first round interviews for individual candidates will be held on Wednesday, March 19<sup>th</sup>.

9. ADJOURNMENT

On a motion by Director Bailey-Wood and seconded, by Director Mirabel- Boubion, the meeting was adjourned at approximately 8:00 P.M.

SAN SIMEON COMMUNITY SERVICES DISTRICT  
WARRANT REPORT  
March 1 through March 31, 2003

<u>DATE</u>	<u>NUM</u>	<u>NAME</u>	<u>WARRANT#</u>	<u>MEMO</u>	<u>AMOUNT</u>
3/12/2003	4280	A BETTER BEEP	0303-001	PAGER	\$ 29.45
3/12/2003	4281	AT&T	0303-002	TELEPHONE	\$ 40.68
3/12/2003	4282	CREEK ENVIRONMENTAL LAB.	0303-003	TOTAL COLIFORM ANALYSIS	\$ 40.00
3/12/2003	4283	VOID	VOID	VOID	\$ -
3/12/2003	4284	CRYSTAL SPRINGS WATER	0303-004	WATER DELIVERY	\$ 24.50
3/12/2003	4285	FLUID RESOURCE MGMT., INC.	0303-005	INTERIM MGMT SERV. FOR WWTP FOR JAN.	\$ 1,450.00
3/12/2003	4286	GREAT WESTERN ALARM	0303-006	ALARM INSTALLATION DEPOSIT	\$ 176.30
3/12/2003	4287	JOBS AVAILABLE INC.	0303-007	AD FOR WWTP SUPERINTENDENT	\$ 248.40
3/12/2003	4288	MISSION COUNTRY DISPOSAL	0303-008	RUBBISH	\$ 223.33
3/12/2003	4289	MISSION UNIFORM SERVICE	0303-009	TOWELS & COVERALLS	\$ 142.88
3/12/2003	4290	PACIFIC BELL	0303-010	TELEPHONE	\$ 199.06
3/12/2003	4291	RMA COMPUTER SOLUTIONS	0303-011	WEBSITE UPDATES FOR MARCH 2003	\$ 25.00
3/12/2003	4292	ROBERT SCHULTZ	0303-012	LEGAL SERVICES FOR FEBRUARY 2003	\$ 1,500.00
3/12/2003	4293	SAN LUIS POWERHOUSE	0303-013	QUARTERLY INSPECTION OF GENERATOR	\$ 180.00
3/12/2003	4294	VOID	VOID	VOID	\$ -
3/12/2003	4295	SCHULTZ TRANSPORTATION	0303-014	MONTHLY CONTAINER RENTAL	\$ 80.00
3/12/2003	4296	VIKING OFFICE PRODUCTS	0303-015	BINDERS, WALL FILE, FILE BOXES FOR WWTP	\$ 189.36
3/12/2003	4297	WAYNE PARRACK	0303-016	SEC. DEP. REFUND LESS FINAL BILL #1049	\$ 29.61
3/13/2003	4298	CAROL BAILEY-WOOD	0303-017	MONTHLY BOARD SERVICE FOR MARCH 2003	\$ 75.00
3/13/2003	4299	DAVID KIECH	0303-018	MONTHLY BOARD SERVICE FOR MARCH 2003	\$ 75.00
3/13/2003	4300	TERRY LAMBETH	0303-019	MONTHLY BOARD SERVICE FOR MARCH 2003	\$ 75.00
3/13/2003	4301	LORAIN MIRABAL-BOUBION	0303-020	MONTHLY BOARD SERVICE FOR MARCH 2003	\$ 75.00
3/13/2003	4302	ERIC SCHELL	0303-021	MONTHLY BOARD SERVICE FOR MARCH 2003	\$ 75.00
3/15/2003	4303	KIMBERLY ALLISON	0303-022	PAYROLL 3/1/03-3/15/03	\$ 540.26
3/15/2003	4304	MICHAEL HASSETT	0303-023	PAYROLL 3/1/03-3/15/03	\$ 1,573.08
3/20/2003	4305	PG&E	0303-024	ELECTRICITY	\$ 4,237.91
3/20/2003	4306	CELLULAR ONE	0303-025	CELL PHONE	\$ 51.89
3/20/2003	4307	EDA, INC.	0303-026	GEN. MGMT. SERVICES FOR JANUARY 2003	\$ 7,268.47
3/20/2003	4308	FLUID RESOURCE MGMT., INC.	0303-027	INTERIM MGMT SERV. FOR WWTP FOR FEB.	\$ 5,947.53
3/20/2003	4309	EDA, INC.	0303-028	XEROX CHARGES FOR FACILITIES INV. -FEB.	\$ 48.62
3/20/2003	4310	D-KAL ENGINEERING	0303-029	RELEASE OF RETENTION	\$ 13,968.44
3/20/2003	4311	CREEK ENVIRONMENTAL LAB.	0303-030	TOTAL COLIFORM ANALYSIS	\$ 80.00
3/20/2003	4312	CAMBRIA HARDWARE CENTER	0303-031	BATTERIES, TAPE MEASURE, SMALL TOOLS	\$ 309.73
3/20/2003	4313	LA CHEMICAL	0303-032	CHEMCLOR & SODIUM BISULFITE	\$ 926.43
3/20/2003	4314	SAN LUIS SECURITY SYSTEMS	0303-033	ALARM FOR APRIL, MAY & JUNE 2003	\$ 81.00
3/24/2003	4315	PUBLIC EMP. RET. SYSTEM	0303-034	HEALTH INSURANCE FOR APRIL	\$ 692.77
3/25/2003	4316	KENNEDY/JENKS CONSULTANTS	0303-035	WASTEWATER FACILITIES PLAN	\$ 29,000.00
3/31/2003	4317	STATE COMP. INS. FUND	0303-036	WORKER'S COMP FOR 2/20/03-3/20/03	\$ 563.52
3/31/2003	4318	KIMBERLY ALLISON	0303-037	PAYROLL 3/16/03-3/31/03	\$ 643.54
3/31/2003	4319	MICHAEL HASSETT	0303-038	PAYROLL 3/16/03-3/31/03	\$ 1,442.02
3/31/2003	4320	CREEK ENVIRONMENTAL LAB.	0303-039	TOTAL COLIFORM ANALYSIS	\$ 40.00
3/31/2003	4321	FLUID SOLUTIONS COMPANY	0303-040	TROUBLESHOOT & RESET TELEMETRY	\$ 225.00
3/31/2003	4322	PLATINUM PLUS FOR BUSINESS	0303-041	GAS & OIL	\$ 41.00
3/31/2003	4322	PLATINUM PLUS FOR BUSINESS	0303-041	TAX TABLE SERV., PRINTER, CARTRIDGE, RAM	\$ 561.30
3/31/2003	4323	SLO CO. ENVIRON. HEALTH	0303-042	CROSS CONNECTION REPORT REVIEW	\$ 69.00
3/31/2003	4324	U.S.A. BLUE BOOK	0303-043	25mL SAMPLE & EDI REPLACEMENT URETHANE	\$ 497.88
3/31/2003	4325	JOHN WALLACE & ASSOC.	0303-044	DISTRICT ENGINEERING FOR JAN. 2003	\$ 5,008.69
3/31/2003	4325	JOHN WALLACE & ASSOC.	0303-044	MAJOR PROJECTS FOR JAN. 2003	\$ 2,023.91
3/31/2003	4326	EMPLOYMENT DEV. DEPT.	0303-045	PAYROLL TAXES FOR MARCH 2003	\$ 377.64
3/31/2003	4327	MID-STATE BANK	0303-046	PAYROLL TAXES FOR MARCH 2003	\$ 1,123.12
3/31/2003	4328	PUBLIC EMP. RET. SYSTEM	0303-047	RETIREMENT FOR MARCH 2003	\$ 564.33
3/31/2003		TOTAL			<u>\$ 82,860.65</u>



**RESOLUTION NO. 03-289**

**A RESOLUTION OF THE  
SAN SIMEON COMMUNITY SERVICES DISTRICT  
DECLARING PUBLIC NUISANCE WITHIN THE SAN SIMEON COMMUNITY  
SERVICES DISTRICT AND DIRECTING STAFF TO CLEAR THE WEEDS**

WHEREAS, the San Simeon Community Services District is a duly formed Community Services District which has the power to provide protection against fire and public nuisance and,

WHEREAS, it is in the public interest that noxious or dangerous weeds, dead trees and/or debris of a season and recurrent nature within said San Simeon Community Services District be abated as an aid to fire prevention.

NOW, THEREFORE, be it resolved and ordered, by the Board of Directors for the San Simeon Community Services District as follows:

Section 1. That recitals set forth herein above are true, correct and valid.

Section 2. That the noxious or dangerous weeds, dead trees and/or debris of a season and recurrent nature on or in front private property described on the attached document marked "Exhibit A", which is hereby incorporated herein by reference as though here fully set forth, all of which are located within said District, be and hereby are declared a public nuisance.

Section 3. Notice to destroy noxious or dangerous weeds and dead trees and/or debris of a season and recurrent nature shall be given by the District Secretary in conformance with cited Health and Safety Code.

Section 4. That said nuisance, unless otherwise corrected, shall be abated by the District with the cost thereof to be assessed upon the parcels from which said nuisance is abated.

Section 5. That a public hearing shall be held on the proposed abatement of weeds, dead trees and debris on the 14th day of May, 2003, at the following address: Cavalier Banquet Room, 250 San Simeon Avenue, San Simeon, California, 93452, to provide an opportunity for all property owners having any objections to the cost of removal of such weeds, dead trees and debris to be heard and given due consideration.

Section 6. That the District Secretary be and hereby is authorized and directed to mail notice of said hearing to property owners as their names and addresses appear from the last equalized assessment role as authorized by Health & Safety Code Section 14896.

Section 7. This resolution shall be signed by the Chairman of the Board and attested by the General Manager of the San Simeon Community Services District.

On the motion of Board Member \_\_\_\_\_,

seconded by \_\_\_\_\_, and on the following roll

Call vote, to wit:

AYES:

NOES:

ABSENT:

The foregoing resolution was passed and adopted on the

\_\_\_\_\_  
Chairman of the Board of Directors

ATTEST:

\_\_\_\_\_  
General Manager/Secretary

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452  
(805) 927-4778 Fax (805) 927-0399

Board of Directors

David Kiech, Loraine Mirabal-Boubion, Eric Schell, Carol Bailey-Wood, Terry Lambeth

**NOTICE OF MEETING  
DISTRICT BUDGET ADVISORY COMMITTEE**

Tuesday, April 15, 2003  
10:00 A.M.

*Cancelled*

Cavalier Community Room  
9415 Hearst Avenue  
San Simeon, CA 93452

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452  
(805) 927-4778 Fax (805) 927-0399

Board of Directors

David Kiech, Loraine Mirabal-Boubion, Eric Schell, Carol Bailey-Wood, Terry Lambeth

NOTICE OF MEETING  
DISTRICT ADVISORY COMMITTEE

**Facilities-Water Committee Meeting**

Thursday, April 17, 2003

4:00 P.M.

Cavalier Banquet Room  
9415 Hearst Avenue  
San Simeon, CA 93452

San Simeon Community Services District



111 Pico Avenue, San Simeon, California 93452  
(805) 927-4778 Fax (805) 927-0399

Board of Directors

David Kiech, Loraine Mirabal-Boubion, Eric Schell, Carol Bailey-Wood, Terry Lambeth

**NOTICE OF MEETING  
DISTRICT BUDGET ADVISORY COMMITTEE**

Tuesday, April 22, 2003  
10:00 A.M.

Cavalier Community Room  
9415 Hearst Avenue  
San Simeon, CA 93452